

# RINGSTEAD PARISH COUNCIL

Parish Office:  
The Village Hall  
9 High Street  
Ringstead  
Northants NN14 4DA

Telephone: 01933 622176  
E-mail: clerk@ringsteadpc.org.uk  
Web: www.ringsteadpc.org.uk



To: All Parish Councillors  
From: Ms L Ritchie, Clerk to Ringstead Parish Council

Date 5 December 2019

Dear Councillor

You are hereby summoned and required to attend the ordinary meeting of Ringstead Parish Council to be held in The Village Hall, High Street, Ringstead, Northamptonshire NN14 4DA on Weds 11 December **2019** commencing at 7.30 pm to transact the business listed below.

Members of the Public and Press are invited to attend and to participate in Public Open Time.

## AGENDA

- RPC19/608 Public Open Time (Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting).
- RPC19/609 To Receive and approve apologies for absence
- RPC19/610 To receive Declarations of Interest under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business. Declarations must be made verbally at the appropriate time as well as entered in the Interest Book).
- RPC19/611 To receive and approve for signature the Minute **of the Meetings held on the 13 November 2019.\***
- RPC19/612 Review of Actions from previous meeting and to receive the Clerk's Report.\*

ACTION	BY WHOM
Start an Official Complaint regarding Kinewell lake	Council confirms wants complaint to be put in. MK ,
Request hedge to be cut back on Station Road, after nesting season	Contractor been in hospital so unable to request. <b>Contractor only just come out of hospital. To be deferred.</b>
Submit suggestions for Messenger Advert	Cllrs, <b>Deferred Nil response as yet Clerk has noted Cut off dates for next few issues.</b>
Confirm costs with 2Commune to get dedicated email addresses. RPC19/586	<b>Clerk - £35 + vat per email address per year.</b>
Clerk to confirm payment terms, rate and dates of payments for PWLB RPC19/587	<b>Clerk – Complete.</b>
Clerk to check NCALC guidelines for election promotion RPC19/588	<b>Clerk – Not complete</b>
Clerk to contact Solicitors with feedback. RPC19/591	<b>Clerk – Complete no response as at 5.12.19</b>
Accept the quotation from J Bright for the Concrete path at £675.00. Clerk to advise Contractor. RPC19/594	<b>Clerk - Complete Cllr Kane has met with Jamie to discuss works and arrange date</b>

Please note that this is a public meeting and you may be filmed, recorded and published.  
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Accept quotation from J Bright, with monies coming from Village Hall Mtce Budget. Clerk to advise and also check with Insurance if covered. RPC19/595	<b>Clerk – Acceptance of quotation done, not spoken to Insurance as yet.</b>
Agreed that clerk to order defibrillator pads and batteries, (AAA Batteries) through appropriate channel RPC19/596	<b>Clerk - Complete, order placed</b>
Approved price from Kensigns of £59.60 plus VAT to fit ENHC Plaque. Clerk to notify Kensigns. RPC19/597	<b>Clerk - Order placed and sign collected</b>

- RPC19/613 To receive and approve the Balance of Accounts.\*
- RPC19/614 Chairman to approve and sign off the Bank Statements.
- RPC19/615 A. To receive and approve the Monthly 2018/19 Budget Review  
B. To receive Report from FAC
- RPC19/616 To consider appeal from resident regarding memorial at Cemetery.
- RPC19/617 To consider and agree action with regard to the change of banking provision, In view of the continued poor performance of the Councils banking facility.
- RPC19/618 To Approve budgetary requests for inclusion in to the draft 2020 /2021 Budget. To Review any and all submissions for inclusion in to the draft 2020/2021 budget
- RPC19/619 To approve the addition of a new reserves budget line named “General fund balance”. This is a formally approved contingency fund - money set aside for emergencies or to cover any unexpected costs that may occur during the year, such as unexpected repairs.”
- RPC19/620 To Approve the transfer of £17000 in to the “General fund balance” recommending that the Council transfer circa £17,000 from out working capital general reserves in to this new reserve line to ensure we hold, and ring fence the £31000 as agreed under agenda item RPC19/272. By doing so this will separate the Council reserve account and its working capital account and provide greater clarity of the accounts along with visibility of the working capital available in to 2020/2021.
- RPC19/621 To Agree terms of PWLB application.
- RPC19/622 To Consider request from clerk to move July 2020 meeting by a week.
- RPC19/622 To Consider request from clerk to enroll for CiLCA training in 2020.
- RPC19/623 To Consider initiative from Woodland trust for donated trees.
- RPC19/624 To Approve 2020 /2021 Budget, Draft budget circulated, as it stands the 2020-2021 expenditure exceeds the Income by circa £7000

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RPC19/625 To Approve Invoices for payment.

## Appendix A RPC19/625

Payment Type.	Payee	Total £	Details	Budget	Budget Code	Spending Power
S/O	L Ritchie	410.04	Clerk Salary	Staffing, Clerk Salary	31	Local Government Act 1972 s 112
S/O	HMRC	102.59	Clerk Income Tax	Staffing, Clerk Salary	31	Local Government Act 1972 s 112
S/O	K West	90.00	Cleaner Salary	Staffing, Cleaner Salary	32	Local Government Act 1972 s 112
	C Harris	9.00	Replacement Light for Village Hall	Village Hall, MTCE	16	Local Government Act (miscellaneous Provisions) Act 1976 , s19
	Kensigns	71.52	Supply Sign for M.U.G.A.	M.U.G.A.	72	Open Spaces Act 1906 s 9 and 10
	A Harvey	40.00	Community Garden Mtce	Open Spaces, Community Garden	14	Open Spaces Act 1906 s 9 and 10
	Emma Hall-Life Flower	160.00	Community Garden Shrub Mtce	Open Spaces, Community Garden	14	Open Spaces Act 1906 s 9 and 10
	SLCC	34.00	Annual Membership	Memberships. SLCC	19	Local Government Act 1972 s 143
	2Commune	552.00	Annual Website fee	Website Maintenance	38	Local Government Act 1972 s 142
	L Ritchie	59.99	Microsoft Payment			Local Government Act 1972 s 19
DD	BT	31.26	Telephone	Offices Expenses - Telephone	36	Local Government Act 1972 s 111

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DD	BT	-276.60	ACCOUNT IN CREDIT DUE TO REFUND FOR CALL OUT	Office Expenses - Broadband	35	Local Government Act 1972 s 111
DD	Anglian Water	18.50	Water Village Hall	Village Hall - Water	65	Local Government Act 1972 s 19

## REPORTING FOR INFORMATION ONLY

- RPC19/626 Report from Traffic Movement Advisory Committee: Cllr G Slack to give verbal update.
- RPC19/627 Lighting Report: Cllr C Marston to give verbal update.
- RPC19/628 Open Spaces: Cllr C Harris to give verbal update.
- RPC19/629 Kinewell Trust: Cllr Ms K du Boulay to give verbal update.
- RPC19/630 Police Liaison
- RPC19/631 Neighbourhood Plan update
- RPC19/632 Village Hall Development Project
- RPC19/633 Date of Next Parish Council Meeting: Wednesday 8<sup>th</sup> January 2020 at 1930

Mrs L Ritchie  
Clerk to the Council